

Minutes of the Executive Committee Meeting

Held on 26 March 2014 at Sainsbury's Crayford

Present:

Neil Young (Chair)	Darren Watts	Lynn Missions
Lesley Bauckham	Dave Monteith	Gary Missions
Phil Wells	Maggie Lilleycrop	John McLoughlin
Lyn Medcalf	Stu Watts	Paul Boreham
Pauline Butler	Karen Hannah	Jason O'Brien
Jim Lilleycrop	Darren Enever	Tracy Gardner
Tim Roscoe	Wendy Hurd	Phil Hannah
Sean Hodder	Del Hurd	

1 Apologies for absence

Apologies for absence were received from John Chuter, Vicky Watts and Paul Jarrett.

2 Minutes of the previous meeting

The minutes of the previous meeting, held on 3 February 2014, were approved.

3 Income and expenditure

Neil circulated income and expenditure reports which John had kindly prepared in readiness for the meeting. The following comments were made:

- Race Night was a fundraiser for Summer Camp and not the new hall fund. The funds were paid into the new hall fund by mistake and will be transferred to the group account. **Action:** John Chuter / Maggie.
- Questions were raised as to whether the Exec had given previous approval to pay gift aid into the new hall fund? **Action:** Lesley will review previous minutes to see what was agreed and Neil will revert to Lynn.
- Subs for Edwards Beavers are now being collected and paid in on a regular basis.

4 Sections, activities and camps review

4.1 Sections

- **Edwards Beavers:** 17 members (up from 6), some still to be invested. Outdoor Challenge, Experiment and Healthy Eating badges. Trip to Pets at Home. Organising a 'child-friendly' raffle (toys and teddies). Good parental support – generous donations of gifts for the raffle, one parent has offered to be CRB

checked, another asking for funding (for the new hall) from the Bank of England. Explorer needed to help leaders, if possible. **Action:** Dave. Also, a cupboard is needed. **Action:** Paul to raise at next leaders/all hands' meeting. Support from Lyn greatly appreciated.

- **Peacock Beavers:** 18 members with a waiting list, 3 Bronze Chief Scout awards, Pets at Home visit, came second in the District Cross Country event, 3 Explorers helping out.
- **Phillpott Beavers:** 24 members, 3 Bronze Chief Scout awards, District Cross Country (first place overall for age group), Pets at Home being rescheduled.
- **Collins Pack:** Approximately 28 members, 5 Silver Chief Scout awards, another one getting it shortly. A few requests to join recently.
- **Phillips Pack:** 25 members, all invested. 3 Silver Chief Scout awards. Navigators, Communications and Global Conservation badges. Disney was good fun (Tracy handed in the outstanding camp statement). Kay is a huge help.
- **Leigh Pack:** went from 30 to 20 members in the New Year, 3 more linking after Easter. 3 Silver Chief Scout awards, celebrated Chinese New Year for Global Challenge badge, pancake day, pottery (which Leigh Pack fundraised for) - making coil pots as gifts for Mother's Day. After Easter taking part in an Extreme Fitness ("Iron Man of Cubs" type) Challenge. Alright for helpers, 2 Duke of Edinburgh volunteers helping out at the moment.
- **Burne Troop:** 20 members invested, 1 new, 2 Gold Chief Scout awards, another one after Easter. Won the District 5-a-side football tournament and one age group in the District ToughEnough assault course. Pancake-making, badge work in computing, compass work and mapping. Still struggling with leaders, hoping some parents may help out.
- **Earley Troop:** 32 members, 27 invested, getting ready for Easter camp – axes, chopping, campfire songs. Took part in District Cross Country and ToughEnough Challenge. New Assistant Scout Leader – Chris – and lots of new, younger members.
- **Johnson Explorers:** 23 – 26 members, hard to amuse at this age and many revising for exams, many just like to come down to the hall to socialise. Dave hoping to kick off the Duke of Edinburgh award scheme shortly.

4.2 Activities

4.2.1 Climbing

- The harnesses are out of date, to replace them like-for-like would cost £34.99 each. We currently have 15 harnesses and 20 helmets. Some slings and ropes also need to be replaced. Would also be useful to have an extra pair of crampons and some helmets in smaller sizes.
- The Group can borrow equipment when organising large events.
- Out of date helmets can continue to be used if labelled "leaders only".

- The climbing wall is profitable – we raised £650 in the last 2 weeks from climbing events.
- A maximum of £1,500 was approved by the Executive Committee to be spent on new climbing equipment. **Action:** Stu and Paul to decide what needs to be purchased.
- The ice wall needs replacing, and should be closed down until replaced. **Action:** Stu to email a quote to Lyn, once he is able to get one.
- **Action:** Stu and Jason to try and sell items that can no longer be used for Scouting purposes on Ebay (any funds raised will be used to reimburse the Group account for the expenditure approved above).

4.2.2 Target shooting

- Garry has been able to repair the rifle that was damaged at Bisley.

4.2.3 Archery

- The new net is “lovely” and was a bargain at £266 (although Lynn and Garry had to put it together themselves). The limbs on the bows are working fine now.

4.3 Camps

- **National Archery Competition, 10 May:** Lynn coordinating and holding practice sessions, Dee is camp leader, 30 people attending altogether.
- **Power Kiting, 6 April:** 15 people altogether (as their reward for bag packing after the birthday parade), trains to Blackheath because of parking restrictions, more leaders welcome.
- **St. George’s Day Parade, 27 April:** activities afterwards instead of carnival (Paul has suggested that 5th Dartford provide the archery, alternatively we can hire a climbing wall – District would reimburse us), suggest meeting at the Scout Hall first and walking down to the park together.
- **Easter Camp, 18 - 20 April:** 40 people altogether, Thriftwood, Good Friday to Easter Sunday, Jason organising fishing permits for everyone, canoeing, “back to basics” camp.
- **Family Camp, 24 – 26 May:** 110 people altogether (including 12 leaders), Thriftwood, Darren, Dee and Maggie organising, activities booked, parents’ meeting to be scheduled after Easter.
- **Summer Camp, 26 July – 2 August:** 41 people altogether, Bournemouth, sailing, kayaking, climbing, high ropes, shooting. Still looking for 2 minibuses,
- **Proposed Target Shooting Competition, 28 June:** Charge to participate, donate any profits made to the Jamboree Fund. Hoping to raise £200. Suggest to other Scout groups that they set up food stalls to fundraise too. Paul is also hoping to organise another race night to help raise funds for the Jamboree Fund – each of the 4 Scouts going to Japan will be given 25 tickets to sell.

5 AGM dates and annual review dates

Maggie confirmed that all the section books had been returned to the respective leaders.

Leaders were reminded that all receipts need to be included in their section books.

Leaders are encouraged to speak to John if they have any problems completing their accounts/returning their books on time.

Neil reminded everyone of the timings, i.e.

End of financial year	31 March 2014
All subs for 2013-14 <u>must</u> be deposited by	4 April 2014
Books to be collected in (leaders to hand them to Maggie no later than the St. George's Day Parade)	27 April 2014
John to pass the books to Bev by	17 May 2014
Bev to complete the review by	25 May 2014
AGM	8 June 2014

6 AGM planning

Jeremy Kite and Gareth Johnston have already been invited.

Chris Boyd (and anyone else from Sainsbury's) – as well as others who have supported us over the last year (e.g. Miskin Radio and local pubs) should also be invited. **Action:** Lesley and Lyn to coordinate.

Need more support with running the target shooting. **Action:** Dave to enlist the help of some older Scouts and Explorers.

Paul had to purchase a new sound system for Race Night (at a cost of £161), so hopefully people will be able to hear better this year. This expenditure was approved retrospectively by the Executive Committee.

Neil took the opportunity to thank the parent representatives present at the Executive Committee meeting and reiterated the group's appreciation of their interest and support. Neil asked the leaders present for nominations of parent representatives for the coming year.

7 Stair access to climbing wall

The paperwork in respect of Jan Ozog's pledge of £3,500 is with Lyn to complete. The donations ring-fenced for the staircase will be spent on the concrete plinth, doors and locks and built-in storage to house climbing equipment. **Action:** Lyn.

Thanks to an *ad hoc* enquiry by Darren Enever, a local steel company has offered to donate a staircase free of charge. The staircase is all built, it just needs to be put together. They are also installing a cage for safety and security. The company is very well connected and is very keen to help us in exchange for good publicity, especially at our AGM. The company is providing labour and materials. All other costs are being shared with Sainsbury's and Lloyds. A site visit is due to take place on 27 March.

It was mentioned that it might be worth having galvanised steel grating instead of decking on the top of the climbing wall, making it maintenance-free, as well as installing CCTV cameras for added security.

If all goes to plan, there could be an 'official opening' of the staircase at the AGM, with a red ribbon and children being invested on the staircase itself. A seat would need to be reserved for the company owner between the Mayor and the Leader of the Council. Barclays Print would be happy to donate a banner thanking the company for the donation, to be displayed prominently on the staircase.

It was noted that we need to be "cautious positive" and not get carried away with promises, as we were stung by the company which developed the YMCA building and that should teach us to ensure that offers are legally binding. We are enormously grateful for the donation of the steel stairs to the climbing wall and we are in possession of an email confirming that they are being donated free of charge. However, we should be careful not to over-promise any future involvement, whilst working closely and in a positive way with this very generous offer. There is no suggestion whatsoever that this is in any way similar to the YMCA issue, but one of the key tasks of the Executive Committee is ensuring that the Group is protected.

8 Any other business

8.1 Outstanding actions/follow up from the last meeting

- 2 Explorers attended the young leaders' course, there may be some District training in June too.
- 3 leaders (Darren, Dee and Kay) have expressed an interest in attending the NSRA training weekend in November.
- Premier Foods have offered to donate food on a regular basis (long-life, within eat by dates but destined for landfill sites). Jason is going to make a similar appeal to Hovis, as well as asking a local cosmetics company whether they would be willing to donate raffle items. **Action:** Jason.
- The freezer was recently switched off accidentally, resulting in some food having to be thrown away. Stu kindly offered to hardwire the plug socket to prevent this happening again. **Action:** Stu.

8.2 Signatories on section accounts

- **Earley Troop:** Keith needs to be replaced by Louise (Neil gave a set of forms to Jason to complete). The form can either be returned to Neil or put in the accounts book for Bev. **Action:** Jason.
- **Burne Troop:** Tim has the forms to complete. Again, the form can either be returned to Neil or put in the accounts book for Bev. **Action:** Tim.
- **Edwards Beavers** – Stu asked that the signatories be left as they are for the time being, as Vicky may possibly be leaving.

8.3 Fundraising

- **Fun(d)raising Day:** It was agreed that holding it on 1 September was not a good idea, a more suitable date will be chosen at the next leaders/all hands' meeting, to be held on Tuesday 8 April. **Action:** Paul to add to agenda.
- **World Jamboree:** The Great Britain Sasakawa Foundation has donated £1,200 to the 4 children going to the World Jamboree in Japan (£300 per child). The money will be paid directly to Dartford District Scouts. Neil thanked Lyn for arranging this.
- **Easter raffle and bag packing at Sainsbury's:** 3 and 4 April, as part of their usual section nights, Cubs and Scouts will be bag packing and/or selling raffle tickets (each section to decide how they wish to participate).
- It was suggested that we could have campfire song-singing in Sainsbury's (the summer equivalent of carol singing)
- Eddy Lampkin is arranging for one of the Council's planning officers to assist Neil.

8.4 Maintenance of existing hall

- Tim is worried that the existing hall is being neglected - for example, the roof over the toilets needs some attention and the door holding the football equipment is hanging off.
- There is also a hole in the driveway which could be filled with new stones for around £200.
- It was agreed we need to reinstate the regular working parties and Tim kindly offered to make a list of what needs to be done. **Action:** Tim.
- Karen mentioned she could arrange a 'community day' with Lloyds, if required.
- It was agreed the working party should have a social element, with perhaps a barbeque afterwards.
- The next working party needs to be one Saturday before the AGM. Paul agreed to email everyone suggesting a suitable date. **Action:** Paul.

9 Date of next Executive Committee meeting

The next meeting will be the AGM, scheduled for Sunday 8 June.

Appendix 1 Diary Dates

3 and 4 April	Easter raffle and bag packing at Sainsbury's
4 April	Deadline for all subs for 2013-14 to be deposited
6 April	Power Kiting
18 - 20 April	Easter Camp
27 April	St. George's Day Parade Deadline for handing section books to Maggie
10 May	National Archery Competition
24 – 26 May	Family Camp
8 June	AGM
28 June	Target Shooting Competition
26 July – 2 August	Summer Camp

Appendix 2

Summary of Action Points

Darren, Dee or Maggie to organise a parents' meeting for Family Camp after Easter.

Dave to see if an Explorer is available to help out Edwards Beavers.

Dave to see if some older Scouts and Explorers can help run the target shooting at the AGM.

Jason to approach Hovis and a local cosmetics company asking for donations of food/raffle prizes respectively.

Jason to complete bank mandate form and return to Neil (or Bev in the accounts book).

Lesley and Lyn to invite Sainsbury's, Miskin Radio and local pubs to AGM.

Lesley to check previous minutes to see whether gift aid should have been paid into the group account or the new hall fund.

Lyn to complete the Jan Ozog paperwork.

John / Maggie to transfer money raised at Race Night from the new hall fund to the group account.

Neil to advise Lynn what account it was agreed that gift aid should be paid into.

Paul to email everyone suggesting a suitable date for the next working party.

Paul to raise, under AOB at the next leaders/all hands' meeting, a cupboard for Edwards Beavers.

Paul to raise, under AOB at the next leaders/all hands' meeting, the date for the Fun(d)raising Day.

Stu and Jason to try and sell climbing equipment that can no longer be used for Scouting purposes on Ebay.

Stu and Paul to decide what climbing equipment needs to be purchased.

Stu to get a quote for a replacement ice wall (and pass details to Lyn in due course).

Stu to hardwire the plug socket on the freezer.

Tim to complete bank mandate form and return to Neil (or Bev in the accounts book).

Tim to prepare a list of what jobs need doing at then next working party.